

I. Status of Tasks Assigned by Senior Management:

None.

II. Items or Events of Major Interest that have Occurred
During the Preceding Week:

A. Representatives from the Office of Logistics, Printing and Photography Group (OL/P&PG) met with members of Ellerbe, Inc., and [redacted] on 16 August 1988. At the meeting, Ellerbe presented initial plans for accommodating P&PG requirements [redacted] P&PG is now reviewing these plans in conjunction with estimated space requirements. [redacted]
[redacted]

B. Representatives of the Office of Logistics, Printing and Photography Group, (OL/P&PG) met with a representative from the Office of Information Technology, Customer Services Group (OIT/CSG) to discuss the prognosis for adding P&PG computers to the Systems Network Architecture (SNA) operated by OIT. The advantages of attaching to the SNA are the same as creating a P&PG-wide Local Area Network (LAN), with the additional advantages of: (1) access to the OIT mainframe; (2) faster and more efficient processing of current mainframe applications; (3) communication with other Agency components; (4) sharing of databases with other Agency components; (5) OIT maintenance of the operating system, and; (6) usage of a state-of-the-art system which has been identified as the standard for future Agency ADP development. Following discussion of P&PG's existing hardware configuration, the OIT representative indicated that an SNA hookup is possible at a total cost of \$10,000. P&PG has previously purchased controller hardware and PC's to accommodate this hookup and will need to fund the additional cost of running new wire through existing conduit. Several time frame options were discussed and the decision was reached to proceed with all possible speed. All documentation required to begin work was completed and

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turned over to the Project Officer on August 10, 1988. [REDACTED]

✓ C. The Office of Logistics, Printing and Photography Group (OL/P&PG) is currently processing the Budget Estimates for the ~~DCI~~ Office of the Comptroller. This job, which is the precursor to the Congressional Budget Justifications, was received on 28 July and is scheduled for completion by mid September. Volume I, containing the narrative portion of the Estimates, is now being typeset by P&PG. Customer revisions to Volume I will continue for several weeks.

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✓ D. ~~W~~ Office of Logistics, Printing and Photography Group (OL/P&PG) representatives met to discuss the possibility of combining P&PG's Form 70, P&PG Printing Requisition, and Form 70D, Bindery & Reprographic Center Request. It was decided to combine the forms and a draft of the proposed new form is currently being composed. The result of this effort will be two-fold: 1) it will eliminate a form from the Forms Management System and 2) reduce the confusion of deciding which printing requisition to submit for printed material. [REDACTED]

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E. Production of color graphics products, by the Office of Logistics, Printing and Photography Group (OL/P&PG) has been heavy this week including several priority requests with less than 24-hour turnaround. One request for the Directorate of Science and Technology (DS&T) was produced the afternoon of 10 August for a briefing of all DS&T office directors at 0800 the following morning. That same evening, a priority request was produced for the Directorate of Operations (DO) [REDACTED]

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✓ F. Several priority requests, were received by the Office of ~~Logistics, Printing & Photography Group, (OL/P&PG)~~ on Friday, 12 August, ~~at 1600 from the Directorate of Intelligence~~ Office of Current Production and Analytical Support, ~~Design Center~~ *AI, REQUESTED* ~~(DI/CPAS/DC)~~ for briefing materials to be produced for use by the DCI to brief the Democratic Presidential Candidate, Michael Dukakis. ~~The Photography Branch required the services of two employees to work overtime on 7 and 8 August, to meet the time constraints.~~ Black and white photographs, color vugraphs and prints (122 products) were produced. The subject matter related to the military and economic status of Central America and the Middle East countries. Also over the weekend, 100 color copies of three page size maps were printed for the DCI's use; two of Iran-Iraq/Angola and one of Nicaragua. ~~The package was completed on time for pickup on 15 August at 0830.~~

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G. The Office of Logistics, Printing and Photography Group, (OL/P&PG) was tasked by the Directorate of Intelligence, Office of Current Production and Analytical Support (DI/CPAS) to produce a vugraph and color print from an original map document on a priority four-hour turnaround for use in a briefing. [REDACTED]

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H. Serious technical malfunctions with OIT tape drives in the [REDACTED] Center caused substantial delays in the production of last weeks priority payroll microfiche by the Office of Logistics, Printing and Photography Group (OL/P&PG). According to the programmers in OIT's Applications Management Branch, the problem stems from severe tape drive contamination (oil) that has affected most of the 3420 drives in the [REDACTED] Center. Tapes with defective data were regenerated several times and then copied at the Northside Computer Center to create usable data for P&PG Computer Output Microfilm (COM) on Thursday, 11 August. The final shipment to the users at the Office of Finance (OF) departed P&PG on the 1300 courier run on Friday, 12 August. [REDACTED]

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I. On the afternoon of Tuesday, 2 August, a priority request was received from the Directorate of Operations, Near East Division (DO/NE) for support of a series of briefings to be given initially to DO components, and at a later date, to Department of State and National Security Agency (NSA) audiences. The Office of Logistics, Printing and Photography Group (OL/P&PG) was tasked to create by Tuesday, 9 August, a series of five complex illustrations [REDACTED] This project required 30 manhours of work and continued over the weekend in order to meet the deadline. [REDACTED]

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J. The Directorate of Administration, Office of Equal Employment Opportunity (DA/EEO) tasked the Office of Logistics, Printing and Photography Group (OL/P&PG) to videotape personnel who are involved in the Minority Undergraduate Program (MUP). This project consists of on-location taping of six MUP personnel while performing their work duties. At a later date, all tapes will be edited into a video production for the EEO program. [REDACTED]

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K. The Office of the Director of Central Intelligence, Public Affairs Office (DCI/PAO) was asked by TV Station KCET, Los Angeles, California, to supply them with film coverage of certain areas

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within the Agency. Selected areas are now being filmed by the Office of Logistics, Printing & Photography Group (OL/P&PG) to be used in a public television production on intelligence. This project is due for completion on 19 August. [REDACTED]

III. Upcoming Events:

None.

IV. Management Activities and Concerns:

None.

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[REDACTED]

✓ DURING THIS REPORTING PERIOD,
PRINTING & PHOTOGRAPHY GROUP, OL, ON BEHALF
OF THE PUBLIC AFFAIRS OFFICE, VIDEOTAPE
SELECTED AREAS WITHIN THE AGENCY.
THE FINAL PRODUCT WILL BE USED BY
KGET T.V. IN LOS ANGELES,
CALIFORNIA FOR A PUBLIC TELEVISION
PRODUCTION ON INTELLIGENCE.